

# FINANCIAL AID ADMINISTRATOR

***Need Work-Study  
Money?***

**The  
Campus-Based  
Reallocation  
Form  
It's in your FISAP  
Software!**

**Reallocation Deadline  
August 27, 1999**

***Didn't Spend Your  
Entire Allocation?***

## What do you need to do?

- *Install the FISAP Software*
- *Download your Prior Year Data File (FPYD01OP)*
- *Check your Funding Levels*
- *Open the Reallocation Module*
- *Return your Unexpended Campus-Based Funds*
- *Request Supplemental Work-Study Funds for Community Service*
- *Export your Reallocation Data (FRELO1IN)*
- *Transmit the Data Via Title IV WAN by August 27, 1999 (FRELO1IN)*
- *Receive an Acknowledgement File Via Title IV WAN (FREAO1OP)*
- *View/ Print Acknowledgement File using EDconnect*

## Need More Information?

Read Dear Colleague Letter

CB-99-11, posted on the IFAP

website: [www.ifap.ed.gov](http://www.ifap.ed.gov)

## If you still have questions, please contact:

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Campus-Based Financial Operations  
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